



County of San Diego, Planning & Development Services
**HABITAT LOSS PERMIT – GUIDE TO
FILING REQUIREMENTS**
ZONING DIVISION

This guide provides information on how to apply for a Habitat Loss Permit. Please be sure to read all of the information in this guide and the associated Permit Coversheet.

PERMIT APPLICATIONS AND PERMIT COVERSHEETS: Discretionary Permit Applications are listed on this webpage: <http://www.sandiegocounty.gov/content/sdc/pds/zoning/ZoningPermits.html>. Each link opens a specific Permit Coversheet that provides important information on fees and deposits, links to forms, specific instructions and submittal requirements for that Permit Application. We suggest that you refer to these Permit Coversheets frequently when preparing and/or applying for a permit as they are regularly updated.

FORMS AND DOCUMENTS

Please refer to the Permit Coversheet at the webpage above which is listed under “HABITAT LOSS”. The direct link to the Permit Coversheet is included below for your convenience.

http://www.sandiegocounty.gov/content/dam/sdc/pds/zoning/formfields/ESUB_HLP.pdf

PROJECTS WITH COASTAL SAGE SCRUB (CSS) HABITAT

PERMITS AFFECTED – Grading Permits, Improvement Plans, Brushing and Clearing Permits

Zoning Division staff will check for the presence of Coastal Sage Scrub (CSS) on the project property using the habitat maps on the computer. If present or within 250 feet (1/4 inch on maps), you will be informed (CSS) potentially occurs on the site and that a Habitat Loss Permit (HLP) may be required.

For those projects that are within 250 feet of Coastal Sage Scrub, or when the presence of the habitat is disputed, the applicant has the following options available prior to filing an application for a Habitat Loss Permit (HLP):

1. Take representative photos** of the site. Make an appointment with one of the department staff who is designated to review photos for the presence or absence of Coastal Sage Scrub (CSS). An affidavit will be required stating that the photos are representative of the project site.

** It should be noted that photo-documentation may not necessarily be conclusive. In those cases, the following options may also be pursued prior to filing an application for a Habitat Loss Permit (HLP).

2. Request review of previous environmental documents. The standard environmental review fee per the Fee Schedule will be charged for this service.
3. Submit a letter from a qualified biologist stating that the site does not contain Coastal Sage Scrub.
4. Request County environmental staff to look at the site to determine the presence or absence of Coastal Sage Scrub. A standard time and materials charge will be required for this service.

A determination that the site contains Coastal Sage Scrub (CSS) will require that a Habitat Loss Permit (HLP) be filed. See the Habitat Loss Permit Coversheet (link above) for application requirements.